

# Gahanna Spring Break Camp 2015

City of Gahanna Department of Parks & Recreation

200 S. Hamilton Road, Gahanna, Ohio 43230

Parent or Guardian First Name : \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Resident \_\_\_\_ Non-Resident \_\_\_\_ Home Phone: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Camper's Name \_\_\_\_\_ Birth Date \_\_\_\_\_ T-shirt Size \_\_\_\_ Circle: Youth OR Adult

## **ALL FORMS MUST BE COMPLETED & RETURNED BEFORE YOUR CHILD ATTENDS CAMP!**

This includes:

- Registration Form (this form)
- Health History Form on CampDoc.com including:
  - ◇ Immunization Record
  - ◇ Pick Up Authorization
  - ◇ Copy of Insurance Card (FRONT & BACK)

### **This form can be:**

- Dropped off at the Parks & Rec front desk
- Mailed to Department of Parks & Recreation
- Faxed to 614-342-4351
- Emailed to parksandrec@gahanna.gov

### ***Policy Acknowledgement***

I have received a copy of the respective 2015 Parent Handbook. I understand and agree to follow the outlined policies and procedures wherein.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Payment Method**

☐ Cash      ☐ Money Order # \_\_\_\_\_      ☐ Check (payable to City of Gahanna) # \_\_\_\_\_

☐ Credit Card - Full payment      ☐ Credit Card - Installment Billing (see attached for more details)

Please bill my credit card (circle one): MC Visa AMEX Discover

\_\_\_\_\_  
Printed name as it appears on card

\_\_\_\_\_  
Account Number

\_\_\_\_\_  
Expiration Date

\_\_\_\_\_  
Signature of Cardholder

# Gahanna Spring Break Camp 2015

## Refund and Credit Policy

### **ABSOLUTELY NO CREDITS, REFUNDS, OR TRANSFERS WILL BE ISSUED FOR CUSTOMER REQUESTED CANCELLATIONS AFTER MARCH 27, 2015.**

Gahanna does not offer customer-requested refunds for any programs, including Camp. Customer requested cancellations or transfers received on or before March 27, 2015 will receive department **household credit only**.

- Credits expire one year from the date issued.
- Customers using a household balance to register for a program will forfeit their credit, if they choose to un-enroll in the program.

**All customer requested cancellations and changes are subject to a \$25 administrative fee.**

- This includes transferring from one week of camp to another.
- If changes to registration are made more than one time, multiple administrative fees will apply.

**Absolutely no credits or transfers will be issued for customer requested cancellations after March 27, 2015.**

- This includes missing any portion of camp due to vacation, schedule conflict, or any non-emergency situation.

**Refunds or credits for hardship and emergency situations must be requested by letter to the Department Director.**

- *Hardship situations* are defined as a job transfer of 25 miles or more away or serious medical condition. Requests must be accompanied by proof and should be presented within 2 weeks of first occurrence impacting camp attendance.
- *Emergency situations* are defined as camper illness, injury, or medical emergency. Requests must be accompanied by proof and should be presented no less than one week prior to affecting camp attendance.

#### ***Policy Acknowledgement***

I have read, understand, and agree to the Gahanna Spring Break Camp 2015 Refund and Credit Policy.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# The 2015 Gahanna Spring Break Camp Experience

Camper Name: \_\_\_\_\_

Camp Name	Regular Rate	Monday	Tuesday	Wednesday	Thursday	Friday	5 Day	Total Cost
<b>Spring Break</b> Clark Hall 7am-6pm Ages 5-12	RDR: \$40/day	April 6 I41401A	April 7 I41401B	April 8 I41401C	April 9 I41401D	April 10 I41401E	5 day I41401F	
	SR: \$50/day							
	5 day: \$165/\$180							